

JOB DESCRIPTION

POSITION: SENIOR PRACTITIONER
DIVISION: CHILDRENS SERVICES
SERVICE: FST – SAFEGUARDING SERVICE
REPORTS TO: TEAM MANAGER
GRADE: 11

PURPOSE OF THE JOB

1. To provide a comprehensive and effective integrated social work service in accordance with current legislation, Council policy and best practice. The post holder operates at the level of a senior professional in assessment, case planning, review in conjunction with the role of assisting development of the service

PRINCIPAL ACCOUNTABILITIES

1. Undertake complex casework which will include Child Protection, Court work and the safeguarding of vulnerable children.
2. Providing professional guidance and support on complex cases including mentoring or joint working with less experienced staff.
3. Represent the service at Court, conferences, planning and review meetings with the support of a manager if appropriate.
4. Chair professional and network meetings and ensure minutes and decisions for such meetings are completed and distributed.
5. Being able to use electronic children's records and maintain such records to a high standard.
6. To support staff with the delivery of electronic case recording functions.
7. Establish practice standards for auditing purposes and assist audit as required.

8. Contribute to the management and development of specific areas of service, including improvements in delivery, determination of priorities, service plans and implementation of new practice initiatives.
9. Lead responsibility for liaison development and improving links with key partners/agencies thereby improving professional relationships and communication with the Safeguarding Service
10. Initiate research, recommend best practice and support the implementation changes in legislation and policy within a specialist area of service. The role of recognised expert requires the post holder to support service development, provide consultation and brief colleagues in new procedures and different methods or interventions.
11. Undertake the role of duty manager for the team, responding to cases and allocating tasks. Ensure the best use of available resources and prioritisation of workload.
12. Any other duties appropriate to the post and grade.

PERSON SPECIFICATION

Post: Senior Practitioner - FST

QUALIFICATIONS / EXPERIENCE:

- | | | |
|---|--|------------------------|
| 1 | To hold a recognised Social Work qualification and be registered with the General Social Care Council. | E
A/I |
| 2 | To have significant experience of utilising a range of social work skills at post-qualifying level in the area of Child Protection | E
A/I |
| 3 | Experience of holding a complex caseload, which has included Mental Health, Domestic Violence, Pre-birth assessments etc. Be able to demonstrate an ability to understand and manage risk. | E
A/I |
| 4 | Experience of preparing reports and presenting these in a formal setting e.g. Initial Child Protection Conferences, Care Proceedings etc. | E
A/I |
| 5 | Experience of financial management and recognising the importance of financially tracking packages of support. | E
A/I |
| 6 | Experience of understanding and applying management information to improve performance. | E
A/I |
| 7 | Experience of determining priorities in the implementation of a social work service. | E
A/I |
| 8 | Experience of applying the principles of equality and diversity in providing a Social Work Service. | E
A/I |

KNOWLEDGE:

- | | | |
|----|---|------------------------|
| 9 | Knowledge of the key legislation central to the implementation of a professional social work service. | E
A/I |
| 10 | Knowledge of the functions of the Department and related agencies. | E
A/I |
| 11 | Knowledge of methods to assess performance, applying professional standards and the achievement of targets in social work practice. | E
A/I |
| 12 | Knowledge of linking staff training and development | E |

- | | | |
|----|---|------------------------|
| | to service planning and identified priorities. | A/I |
| 13 | Knowledge and understanding of the current issues within social work practice | E
A/I |
| 14 | Knowledge and understanding of Pan London Child Protection Procedures. | E
A/I |

PERSONAL COMPETENCIES

- | | | |
|----|--|------------|
| 15 | Motivating
Influencing & negotiating
Interpersonal sensitivity – respond appropriately
Oral Communication
Written Communication – written reports
Analysis/Information handling - judgement
Decision making
Planning & Organising – management of caseload
Customer Orientation
Change Orientation
Commitment & Resilience
Professional Leadership
Influencing Change
Research Orientation
Development focus
Accountability
Project Management
Computer Literacy
Self management & development
Accountability | E/T |
|----|--|------------|

SPECIAL CONDITIONS OF SERVICE:

Because of the nature of the post candidates are not entitled to withhold information regarding convictions by virtue of the Rehabilitation of Offenders Act (Exceptions) Order 1975, as amended, pursuant to Section 4 (4) of the Rehabilitation of Offenders Act 1974. Candidates are required to give details of any convictions on their application form and are expected to disclose such information at the appointment interview.

The nature of the service will require involvement in activities in the evening and occasionally at weekends. The postholder will be required to work outside of normal office hours.

This post is opened to job share.

KEY:	D Desirable	I Evaluated at interview
E Essential	A Application	T Subject to test

SELECTION CRITERIA

The following details the criteria, which will be used to select the candidate(s) for the post. Candidates are advised that those criteria marked with an (A)will be used at short-listing to select applicants for interview, it is therefore necessary that these are addressed in your application.

Some elements of personal competencies of short-listed candidates will be assessed by participation in assessment centre exercises, where appropriate.